

West Lafayette Parks & Recreation Department

Staff Management Report

Monday, October 17, 2016

1. Pennie Ainsworth, Assistant Superintendent's Report

- Long time organizer of the Senior Softball program, Sam Broccolo passed away at the age of 89. Sam has a history of playing Softball in our adult leagues. He was the catcher for the Arni's team. In his later years, he joined the Senior Softball program that plays Tuesday & Thursday during the day. Sam became the contact for Senior Softball as the program grew. He will be missed. The regular senior softball players will continue to meet and will keep the program going.
- The Global Fest – Naturalization Ceremony for 2017 will need to find a new location since the Burtfield School site will no longer be available. White Horse Christian Center, located on Cumberland Avenue, has agreed to allow us use their facility. The facility offers seating for 700 and has ample parking for the event.
- Riverside Skating Center is in need of new chairs and tables. The current furniture is original since the facility opened. Staff met with Smith Office to determine appropriate new tables and chairs for use around ice skates. The sharp skates are hard on the furniture.
- The Greater Lafayette Area Soccer Association (GLRSA) is scheduled to complete their fall soccer program on October 31. GLRSA uses the grassy open areas in Cumberland Park. GLRSA offers both spring and fall soccer programs.
- New drinking fountains were installed in Cumberland Park. One hi/low-accessible fountain was installed on the south restroom building. The other hi/low-accessible fountain with bottle filler was installed just east of the north restrooms building in Cumberland Park, along the trail. Tim Kincaid was hired to install two water fountains that were purchased with Community Development Block Grant Funds.
- Several staff members attended the National Recreation Parks Association (NRPA) Conference held in St. Louis from October 4-7. Attending this conference assists me in keeping my Certified Park and Recreation Professional (CPRP) certification. The CPRP certification requires that I earn two Continuing Education Units (CEU) every two years. Attending the educational sessions at the conference, helps me earn CEU credits required.

2. Chris Foley, Recreation Director's Report:

- Most of our staff members assisted with the Naturalization Ceremony on Friday, 9/16 and the new Global Fest celebration on Saturday, 9/17.
- It has been a pleasure to work over the last several months on a facility plan to carry the School Corporation into the future, as a member of the W.L. Schools Facilities Strategic planning team.
- The Municipal pool was officially closed on Sept. 26 after the Purdue Swim team rental. The Purdue swimming/diving pools were closed for renovation. Purdue paid all expenses to keep the pool open after it was closed to the public on August 7.
- I represented the Department at the Farmers Market on Sept. 28.
- Attended the National Recreation and Park Association's annual conference in St. Louis, Oct. 4-7.
- The Volleyball program for grades 4, 5 & 6 began on Saturday, Oct. 9. Julie Smith and Shari Bittles, the West Lafayette Junior High Volleyball coaches, are leading the program. The five-week Volleyball program will offer instructions in the fundamentals of the game.
- The process for accepting online payments for class registrations is moving along. Cheryl has been working with our recreation software experts.

3. Bess Witcosky, Morton Center Director:

- Morton is working on our calendar and schedules for 2017! The Morton instructors have turned in their class proposals for Winter Spring 2017 and it looks like we will have a great selection for the community.
- We will be working on some maintenance items in preparation for colder weather.
- Instructor Susan Kisinger is offering a Halloween activity on Oct. 31 called the Monster Mash. Please see the attached flyer for more information.

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4. Jon Munn, Parks Director Report:

- Replaced two damaged slides at the Happy Hollow playground.
- Cleaned up large tree that fell on the Indian trail section at Happy Hollow Park.
- Made a call to a beekeeper and successfully relocated a beehive that was inside the fallen tree on Indian trail.
- Installed three new park benches at University Farms Park.
- Replaced broken trail bollard on trail near Purdue Federal Credit Union.
- Contractor began construction of Farmers Market lot improvements.
- Completed water fountain install at Cumberland North restroom with TL Kincaid Contracting.
- Helped with Art on the Wabash grounds preparation at Tapawingo Park.
- Completed installation of Jock Box mats under batters boxes on both softball fields at Cumberland Park.
- Completed installation of two new drinking fountains at Cumberland South restroom building with TL Kincaid Contracting.
- Met with Greg Terry Welding to estimate cost of replacing gate, hit by a car, at Happy Hollow Park.
- Made repair to underground water line that was damaged during Farmers Market lot improvements.
- Replaced approximately 24 feet of fence on Cherry Lane trail near the Purdue sod farm.
- Completed the installation of swing set at Cumberland Playground.
- Met with the Morris Schoolhouse committee and general contractor for Franciscan Health on logistics of moving the building and final location.
- Installed playground surface material with the Kiwanis volunteers at Cumberland Playground.
- Finishing up the final installation of the Omni climber playground equipment to complete the playground installation.
- Install playground surface material at Omni Climber with Kiwanis volunteers.
- **Copies of the monthly Trail and Playground inspections will be available for review at the Park Board meeting 10/17/2016.**

5. Dan Dunten, Stewardship Director's Report

- \$13,100 Grant – A request was submitted to the Community Foundation of Greater Lafayette to replace the 15 year-old audio visual system in the Lilly Nature Center. This was approved and we received the official notification at their special reception for winners. The plans are to install this new system within the next few weeks.
- Celery Bog Songs – Joe Peters and other local artists who have written and sung songs about the Celery Bog were videotaped and these will be compiled into a DVD for later use. We will also be making an audio CD of these songs.
- National Recreation and Parks Association Conference – Attended this very educational conference and came away with several ideas that we can consider.
- Volunteer Mulchers – Approximately 100 Purdue students and alumni spread mulch on the natural trails at the Celery Bog Nature Area. They used free mulch that we obtained from the company that removed the dead ash trees that were along Sagamore Parkway.
- Seasonal Worker – We hired a person to help us with landscaping issues for the next couple months. There is a lot that needs to be completed and this person is greatly needed.

6. Janet Fawley, Park Superintendent's Report:

- Met w/ Morris Schoolhouse Committee; Priority is to focus on the relocation of the building before April 1, 2017. Volunteers have agreed to assist us on determining the location. Volunteers met later to work

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on that essential element of the project. In addition, the City has agreed to a \$30,000 match, \$.50 per \$1.00. The Community Foundation awarded the Parks Foundation \$15,000 towards the Schoolhouse project!

- Met w/ Mayor Dennis & Erik Carlson to hear presentation by Chuck Lehman regarding Recreation Impact Fees, and the process that entails. Further discussion will be announced.
- Provided lunch to maintenance staff for their help at Global Fest. They also evaluated the process they went through to prepare for, and clean up following event.
- Provided lunch to Global Fest organizing committee. They also evaluated their individual roles and discussed how to improve the event for the future.
- Meeting was held with Stuart Kline & Ed Garrison (new City Engineer) to begin design and engineering work on the Sagamore Parkway Trail from the Wabash River Bridge to Soldiers Home Road Bridge.
- David Meihls asked us to consider working on grants to build accessible boat ramps on the Wabash River in 2017. He is happy to assist with this project.
- Joined other staff members at the National Recreation & Park Association (NRPA) National Congress in St. Louis. Gives me a chance to work on CEU's for Certified Park & Recreation Professional.
- Made a presentation about the West Lafayette Parks to the Rotary Club @ Four Points by Sheraton. Went very well!
- Attended Bicentennial Torch Run Breakfast and then followed board member Linda Eales on her "leg" of the journey. Congratulations to Linda Eales!!